

# Vacancy Announcement



U.S. Embassy Iraq

**ANNOUNCEMENT  
NUMBER: 12-146**

**SUBJECT:  
OSC-I CMD GROUP PHOTOGRAPHER,  
FSN-7 ; FP-7\*  
BAGHDAD**

**DATE: 9/06/2012**

**OPEN TO:** All Interested Candidates/All Sources

**FROM:** Human Resources Office

**POSITION:** OSC-I CMD Group Photographer, FSN-7; FP-7\*

**OPENING DATE:** September 06, 2012

**CLOSING DATE:** Open Until Filled

**WORK HOURS:** Full time: 40 hours/week

**SALARY:** \*Ordinarily Resident (OR): 33,809 USD p.a. (Gross salary)  
(Position Grade: FSN 7)

\*Not-Ordinarily Resident (NOR): 39,994 USD p.a. (Starting Basic salary)  
(Position Grade: FP 7)

**ALL ORDINARILY RESIDENT (OR) APPLICANTS (See Appendix A) MUST HAVE THE REQUIRED WORK AND/OR RESIDENCY PERMITS TO BE ELIGIBLE FOR CONSIDERATION.**

U.S. Embassy in Baghdad is seeking an individual to fill the position of **OSC-I CMD Group Photographer in Office of Security Cooperation – Iraq (OSC-I) Baghdad**

## **BASIC FUNCTION OF THE POSITION:**

The incumbent will operate a variety of standard and specialized camera equipment to photograph OSC-I public ceremonies, public documentations, accidents, buildings and grounds, staged or candid shots of equipment and work operations, other duties will include:

Performs imaging acquisition and processing of digital photography, and prints using sufficient digital photo-editing software such as Adobe Photoshop; Performs appropriate captioning of images relating to all possible final objectives, Graphic work may be required

Adapts or alters equipment to meet existing situations and to improvise to compensate for faulty equipment; Performs operator maintenance of cameras and other photographic equipment up to standard. Trains and assists in the education of public affairs/photography personnel at MOD or other GOI institutions.

A copy of the complete position description listing all duties and responsibilities is available in the Human Resources Office and can be obtained by contacting us at [BaghdadJobs@state.gov](mailto:BaghdadJobs@state.gov)

### **QUALIFICATIONS REQUIRED:**

All applicants must address each selection criterion detailed below with specific and comprehensive information supporting each item.

1. Completion of Two (2) year college or university study is required.
2. At least two (2) years experience involving photography, journalism and/or multimedia is required.
3. Level IV (Fluency) Reading/Writing/Speaking English and Arabic is required. (Language proficiency will be tested).
4. Knowledge of advanced photographic composition in positioning subjects, arranging backgrounds, and selecting camera angles and views to achieve professional results. Knowledge of the capabilities, limitations, compatibilities, and operation of a variety of standard and specialized cameras, including electronic still imaging, and accessories, including different films, filters, diffusers, lenses, and lights. Ability to operate a variety of equipment to photograph, crop, retouch, develop, and print end products. Knowledge of electronic imaging software programs sufficient to acquire, crop, modify, and print images. Knowledge of the appropriate cameras, lights, film type, lenses, and exposures needed to photograph indoors and outdoors, in confined and spacious areas, in natural and fluorescent light, and at night. Knowledge of printing capabilities, requirements and resource management. Knowledge of printing capabilities to create photography products. Some graphics knowledge
5. Must have strong interpersonal skills. Excellent understanding and working knowledge of related duty items above as well as photo-editing software suites such as Adobe Photoshop. Good written and oral communication skills and be well-versed with MS Office suite, specially Outlook, Word, Excel and Power Point a definite plus. Graphics knowledge. Ability to visualize, color discrimination, arm-hand steadiness is required.
6. Must have strong interperson skill and good written and oral communication skills and be well-versed with MS Office suite, especially Outlook, Word, Excel and Power Point is required.

### **SELECTION PROCESS:**

When fully qualified, U.S. Citizen Eligible Family Members (USEFMs) and U.S. Veterans are given preference. Therefore, it is essential that the candidate specifically address the required qualifications above in the application.

### **ADDITIONAL SELECTION CRITERIA:**

1. Management will consider nepotism/conflict of interest, budget, and residency status in determining successful candidacy.
2. Current Locally Employed Staff (LES) are ineligible to apply for advertised positions within the first year of their employment, unless currently hired into a temporary position with less than 365 days.

3. Current Local Employed Staff (LES) serving a probationary period are ineligible to apply.
4. Current Ordinarily Resident employees with an Overall Summary Rating of Needs Improvement or Unsatisfactory on their most recent Employee Performance Report are not eligible to apply.
5. Currently employed U.S. Citizen EFMs who hold a Family Member Appointment (FMA) are ineligible to apply for advertised positions within the first 90 calendar days of their employment.
6. Currently employed NORs hired under a Personal Services Agreement (PSA) are ineligible to apply for advertised positions within the first 90 calendar days of their employment unless currently hired into a position with a When Actually Employed (WAE) work schedule.
- 7. Special Immigrant Visa (SIV) and Refugee Visa recipients are ineligible for employment with the U.S. Mission in Iraq because it is incompatible with immigration guidelines as stated in U.S. Mission Policy Number 011-038 dated November 16, 2011.**

**TO APPLY:**

Interested candidates for this position must submit the following for consideration of the application:

1. Universal Application for Employment as a Locally Employed Staff or Family Member (DS-174); **or**
2. A current resume or curriculum vitae that provides the same information found on the UAE (*see Appendix B*); **or**
3. A combination of both; i.e. Sections 1 -24 of the UAE along with a listing of the applicant's work experience attached as a separate sheet; **plus**
4. Candidates who claim US Veterans preference must provide a copy of their Form DD-214 with their application. Candidates who claim conditional US Veterans preference must submit documentation confirming eligibility for a conditional preference in hiring with their application.
5. Any other documentation (e.g., essays, certificates, awards) that addresses the qualification requirements of the position as listed above.

**SUBMIT APPLICATION TO:**

Interested applicants may apply for this position by filling out the DS 174-Universal Application for Employment form and emailing it to [BaghdadJobs@state.gov](mailto:BaghdadJobs@state.gov)

To view the DS 174-Universal Application for Employment form (UAE) and application instructions, please click on below:

<http://iraq.usembassy.gov/jobsvacancies.html>

**E-mails received without the appropriate subject line will not be considered.**

**Your e-mail must states the vacancy title and vacancy announcement number in the subject line, example: **VA 12- 146, OSC-I CMD Group Photographer****

**CLOSING DATE FOR THIS POSITION: **Open Until Filled****

The US Mission in Baghdad provides equal opportunity and fair and equitable treatment in employment to all people without regard to race, color religion, sex, national origin, age, disability, political affiliation,

marital status, or sexual orientation. The Department of State also strives to achieve equal employment opportunity in all personnel operations through continuing diversity enhancement programs.

The EEO complaint procedure is not available to individuals who believe they have been denied equal opportunity based upon marital status or political affiliation. Individuals with such complaints should avail themselves of the appropriate grievance procedures, remedies for prohibited personnel practices, and/or courts for relief.

Approved: HRO/JB  
Cleared : OSC-I/NH  
Drafted : HRA/DC